

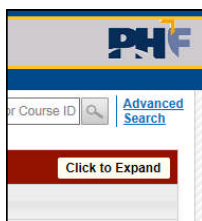
Training Calendar for the Fundamentals of HIV Prevention Counseling (FHPC) Workshops

[Fundamentals of HIV Prevention Counseling Workshop 1057785 September 21, 2015 Frankfort](#)

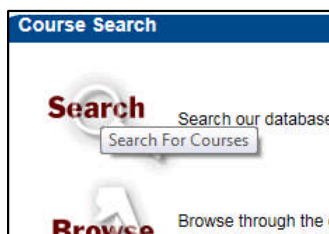
How to receive automatic notices from TRAIN on new FHPC workshops

1) Sign into your [TRAIN](#) account.

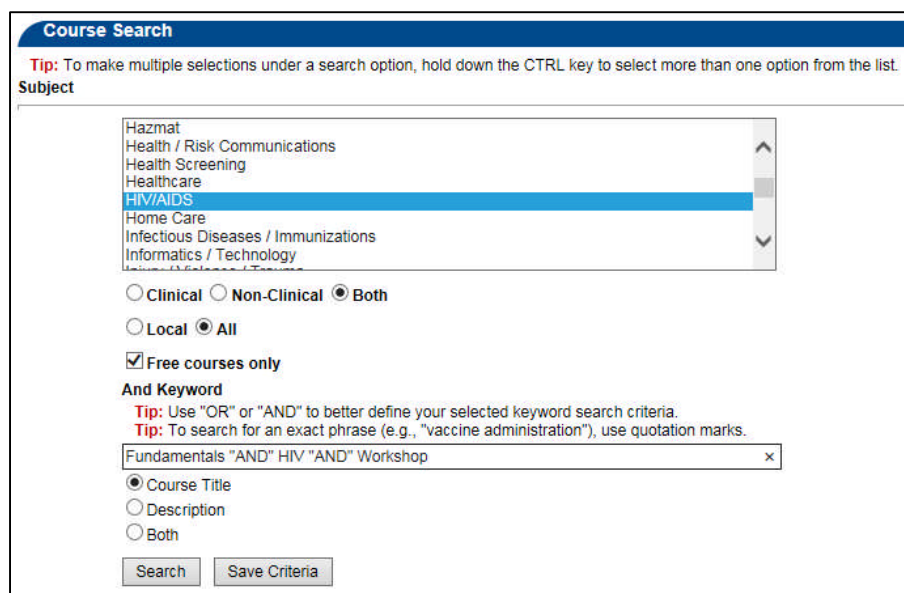
2) Click “Advanced Search” in the top right corner →



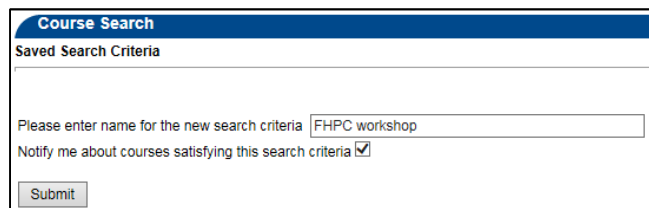
3) Next, click “Search” as shown here →



4) Scroll down the list and select “HIV/AIDS,” check the “Free courses only” box and type Fundamentals "AND" HIV "AND" Workshop in the Keyword box. Then click the “Save Criteria” button ↓

A screenshot of the 'Course Search' form. At the top, it says 'Tip: To make multiple selections under a search option, hold down the CTRL key to select more than one option from the list.' Below this is a 'Subject' dropdown menu with 'HIV/AIDS' selected. There are radio buttons for 'Clinical', 'Non-Clinical', and 'Both' (selected). There are radio buttons for 'Local' and 'All' (selected). A checkbox for 'Free courses only' is checked. Below this is the 'And Keyword' section with a tip: 'Tip: Use "OR" or "AND" to better define your selected keyword search criteria.' and another tip: 'Tip: To search for an exact phrase (e.g., "vaccine administration"), use quotation marks.' The keyword box contains 'Fundamentals "AND" HIV "AND" Workshop'. There are radio buttons for 'Course Title', 'Description', and 'Both' (selected). At the bottom are 'Search' and 'Save Criteria' buttons.

5) Give your search criteria a name, check the box to be notified by e-mail, and click the Submit button.

A screenshot of the 'Course Search' form, specifically the 'Saved Search Criteria' section. It shows a text box for 'Please enter name for the new search criteria' with the value 'FHPC workshop'. Below it is a checkbox for 'Notify me about courses satisfying this search criteria' which is checked. At the bottom is a 'Submit' button.